



SPECIAL EVENT - PUBLIC PROPERTY USER APPLICATION & AGREEMENT



DO NOT USE FOR

* Contractor
vehicle permit

OR

* Single Day
Temporary Parking
Restriction
Request

DIRECTIONS

Step One:

- If this request involves closing a street
Contact Lafayette Police – Special Operations Division / 765-807-1293
- If this request involves renting the Big Four Depot - Community Room,
Riehle Plaza, or John T. Myers Pedestrian Bridge
Contact Facilities Department for availability / 765-807-1323

Step Two:

- Complete and submit this application to Lafayette Clerk's Office
City Hall, 2nd floor, 20 N 6th Street, Lafayette, IN / 765-807-1021

User Information

Date of Event: 7/16/22 Time: From: 2:00 am/pm to: 6:00 am/pm
Name: LAFAYETTE AVIATORS STREET FEST Organization: LAFAYETTE AVIATORS
Street Address: 1915 SCOTT ST.
City: LAFAYETTE State: IN Zip Code: 47904
Contact person(s): DAVID KRAKOLIN Phone Number(s): 765-464-6810
Email: DAVIDK@LAFAYETTEBASEBALL.COM
Event Description: STREET FESTIVAL
Caterer: N/A Caterer's Phone Number: N/A

This event will utilize the following venues (check all that apply):

- ☐ Big 4 Depot - Community Room ☐ Riehle Plaza ☐ John T. Myers Bridge
☐ City Right-of-way ☒ City Street ☒ Sidewalk ☐ Other _____

This event will include the following elements (check all that apply):

- Estimated Attendance: 1,000 ☐ Private Trash Hauler (must be removed by 8am following day)
☒ Street/Sidewalk/Right-of-way restriction or closure ☒ Food or Beverages
☐ Restroom Facilities (required for events 4+ hours) ☒ Tents/Canopies
☐ Alcohol (security is required) ☐ Security (required when serving alcohol)

Not sure if you need an A&E Permit? Go to:

- ☐ Amusement & Entertainment Permit # _____ <http://www.in.gov/dhs/2795.htm>
☐ Stage ☐ Fireworks ☐ Outdoor cooker/grill ☒ Other FOOD TRUCKS

Optional Equipment & Services:

- ☒ Traffic Control: barricades, **No Parking** signs, water barriers, **Road Closed** Signs \$25
- ☐ City Equipment: Trash totes, other \$25

Timetable (Minimum # of days. Advanced planning is encouraged; sequence remains the same)

0	7 days		14 days	21 days		42 days	
	Pre-planning		Notices	Event Preparation			Event
Begin	1st week	2nd week	3rd week	4th week	5th week	6th week	
	First contact	Submit Application Pre-event Meeting	Contact Neighbors prior to Board of Works Hearing	Board of Works Public Hearing & Approval			Date of Event

Application submittal checklist

- ☒ Application
- ☐ Pre-event meeting (if required)
- ☒ Good Neighbor letter to neighboring properties (**send or deliver to neighbors 7 days prior to Board of Works hearing**)
sent out already
- ☒ Letter of request to Board of Works (omit if only using Big Four Depot community room)
- ☐ Receipt – payment made to City of Lafayette
- Damage Deposit: \$ _____ (required only when renting Depot)
 - Permit Fee: \$ 25 (fee waived when renting Depot)
 - Rental Fee: \$ _____
 - Equipment & Services: \$ 25 (optional)
- ☒ Certificate of Insurance
- ☐ Amusement & Entertainment Permit # _____
Not sure if you need an A&E Permit? Want more information? Go to:
<http://www.in.gov/dhs/2795.htm> and see definition of A&E Permit in **Rule and Regulations** instructions found at the same link as the **Special Event Application**
- ☐ Traffic Control / Public Safety / Emergency Plan
- ☒ User Agreement
- ☐ Board of Public Works and Safety meeting (if required)

USER AGREEMENT:


INDEMNIFICATION AND RELEASE. In consideration of being permitted the use of the venue(s) indicated above on this document (the "Property"), which Property is owned by the City of Lafayette, User as indicated below, for User and User's legal representatives, successors, and assigns, hereby releases waives and discharges the City of Lafayette, its officers, departments and employees and of them (herein collectively, "City") from all liability to User and User's officers, members, legal representatives, successors, invitees and assigns (herein collectively "User") from any and all loss or damage, and any claim of damages resulting therefore, on account of injury to persons or property arising out of possession or use of the Property, whether caused by the negligence of City, or any of them, or otherwise, resulting during the time the User is entitled to occupy and use the Property. User shall exercise the privileges under this Agreement at User's own risk, and irrespective of any negligence of City, User shall indemnify and hold City harmless from any and all liability for all damages, costs, losses and expenses resulting from, arising out of, or in any way connected with User's use and possession of the Property, including attorney fees incurred by City in defending any action arising out of User's possession or use of the Property, whether caused by negligence of the City, or any of them, or otherwise. City shall not be liable to User for any reason whatever User's occupation or use of the Property shall be hindered or disturbed. User agrees that User has made inspection of the Property and is not relying upon any representations of City or any of them as to the condition of state of repair of the Property or to its suitability for any particular purpose. This release, waiver, and indemnification is intended to be as broad and inclusive as permitted by the laws of the State of Indiana, and if any portion thereof is held invalid, the balance shall, notwithstanding, continue in full legal force and effect.

I have read the above Indemnification and Release and the Policy and Rules governing the use of any public property, city street, sidewalk or public property within the city's right-of-way, the James F. Riehle Plaza, Big Four Community Room, and John T. Myers Main Street Pedestrian Bridge. I agree on my own behalf, and on behalf of the group or organization I am authorized to represent, to such Indemnification and Release and to follow such Rules and Regulations which are incorporated and made a part of this user agreement.

"Lafayette Board of Works"

By: _____

Date: _____

"User"
By:  _____
Signature

Printed: David Crakson

Date: _____

April 18, 2022

Dear City of Lafayette Board of Works,

On Saturday, July 16, 2022, the Lafayette Aviators Baseball Team would like to host a local street fest. The street fest will take place on the street adjacent to the new Loeb Stadium, on Wallace Ave, between Main St and 24th St, as well as on 24th St, between Wallace Ave and Brice St. I have already received approval from the LPD Traffic Sergeant to close down those streets during that time.

The street fest will be free and open to the public.

The street fest will take place from 2:00 pm – 6:00 pm, prior to the Aviators' home game that evening, at 7:00 pm. The street fest will feature food trucks from local vendors, along with games for the kids, autographs and pictures with Aviators' players and coaches, music and a display from the Columbian Park Zoo.

With the success of the Street Fest last year, we feel this will be a great way to bring the community all together again to showcase the stadium and many local Lafayette vendors in a fun, family-friendly environment.

Please let me know if you need any further information from me as we plan what we believe will be a wonderful event for the entire Lafayette community.

Thank you,

A handwritten signature in black ink, appearing to read 'DK', with a long horizontal line extending to the right.

David Krakower
General Manager
Lafayette Aviators
765.464.6810
davidk@lafayettebaseball.com

April 18, 2022

Dear our neighbors on Wallace Ave and 24th St,

On Saturday, July 16, 2022, the Lafayette Aviators Baseball Team would like to host a local street fest. The street fest will take place on the street adjacent to the new Loeb Stadium, on Wallace Ave, between Main St and 24th St, as well as on 24th St, between Wallace Ave and Brice St. I have already received approval from the LPD Traffic Sergeant to close down those streets during that time.

None of the streets that will be closed down will be in front of your house. They will prohibit any traffic from getting to your house coming off of Main St, turning on to Wallace, but that is the only access point that will be affected. You will still have access in and out of your homes.

The street fest will take place from 2:00 pm – 6:00 pm, prior to the Aviators' home game that evening, at 7:00 pm. The street fest will feature food trucks from local vendors, along with games for the kids, autographs and pictures with Aviators' players and coaches, music and a display from the Columbian Park Zoo.

With the success of the Street Fest last year, we feel this will be a great way to bring the community all together again to showcase the stadium and many local Lafayette vendors in a fun, family-friendly environment.

The street fest will be free and open to the public and we would love it if you would join us for this very fun event!

Please let me know if you need any further information from me as we plan what we believe will be a wonderful event for the entire Lafayette community.

Thank you,

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David Krakower
General Manager
Lafayette Aviators
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Street Closures

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CRABBY MIKES

CHICKEN & RICE

CONEY EXPRESS

EDDIE JOE'S

KIDS ZONE

BOUNCE HOUSE

ZOO

GIBSON SHAVED ICE

AUTOGRAPHS

ARNI'S

GOUGE BOX

MUSIC

PERFORMANCE STAGE

U.S. ARMY

MISS CUPCAKES

Wallace Ave

Wallace Ave

Gibson's Shaved Ice

Ave

Ave



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/25/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Northwest Insurance Brokers, Inc 209 W. Jackson Blvd, Suite 800 Chicago, IL 60606	CONTACT NAME: Michael Tosto PHONE (A/C, No, Ext): 312-353-1966 FAX (A/C, No): 312-784-5351 E-MAIL ADDRESS: support@nwibrokers.com																					
INSURED Jawsome Entertainment; Lafayette Family Entertainment c/o National Sports Service 3946 SW Canterbury Town Rd Topeka, KS 66610	<table border="1"><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td colspan="2">INSURER A: Markel Insurance Company</td><td>38970</td></tr><tr><td colspan="2">INSURER B:</td><td></td></tr><tr><td colspan="2">INSURER C:</td><td></td></tr><tr><td colspan="2">INSURER D:</td><td></td></tr><tr><td colspan="2">INSURER E:</td><td></td></tr><tr><td colspan="2">INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A: Markel Insurance Company		38970	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER F:																						

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Incl Participants <input checked="" type="checkbox"/> Host Liquor GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	3602AH010981	05/21/2021	05/21/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp/Collision \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y	Y	4602AH010982-0	05/21/2021	05/21/2022	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A					PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder is added as additional insured when required by written contract. Umbrella follows form.

updated cert coming soon

CERTIFICATE HOLDER**CANCELLATION**

Lafayette Board of Parks & Recreation 1915 Scott Street Lafayette, IN 47904	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Michael Tosto</i>
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MISCELLANEOUS PAYMENT RECPT#: 3197759
City of Lafayette, IN
20 N 6th St
Lafayette IN 47901

DATE: 04/26/22 TIME: 11:39
CLERK: sscott DEPT:
CUSTOMER#: 999
MISC CUSTOMER
COMMENT: STREET FESTIVAL

		CHARGES:
APG1	APPLICATION FEE	25.00
BARR	BARRICADE RENTA	25.00
	AMOUNT PAID:	50.00

PAID BY: AVIATORS
PAYMENT METH: CREDIT CARD
MC#8040 EX 0325
REFERENCE:

AMT TENDERED:	50.00
AMT APPLIED:	50.00
CHANGE:	.00